



City of Seat Pleasant

Finance Department

A CITY OF EXCELLENCE SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for me using information and communication technology, with the internet of things”. Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

Department: Finance

Date of Report 5-30-2018

Reporting Period 5-01-2018 to 5-31-2018

- 1. With the use of the NetSuite Accounting System the Finance Department electronically verified and processed 236 purchase orders during the month of May. Out of the 236 purchase orders 141 payments were sent out as checks. Out of those 141 checks 11 were Red Light camera checks, 25 were Speed Camera checks, and 105 were General Fund checks. Out of the 236 purchase orders entered 35 were paid via online ACH payment. 4 came out of the Red Light Camera Account, 4 came out of the Speed Camera account, while 27 came out of the General Fund account. To ensure faster payments, the Finance office is always looking for new ways to get money out to our vendors.**
- 2. The Finance office continues to use the new GovPay system as our primary method of accepting online payments. This allows our vendors and constituents the ability to pay online or in person using credit or debit cards. The system also allows the Finance office to process and reconcile payments made at the Police department. This results in money coming in faster due to the fact that the Finance office no longer has to wait for hand delivered checks or money orders.**
- 3. The annual audit has one more section that needs to be completed. The Finance office has been working with our auditors, Lindsey & Associates, to find the best way to rectify the last hurdle that stands in the way of the City receiving its annual report.**
- 4. The GFOA annual conference was held in St Louis and attended by the Treasurer. There he attended seminars dealing with budgeting, leases, debt management, financial reporting, and treasury management.**

Revenue

| Revenue Center # | Revenue Center Name | Amount |
|-------------------------|---|---------------------|
| 4030 | Personal Property Taxes | \$ 288.00 |
| 4060 | Highwat User Tax | \$ 3,755.45 |
| 4115 | Foreclose/Vacant Property Registration | \$ 600.00 |
| 4116 | Vacant Lot Registration | \$ 150.00 |
| 4120 | Vehicle Releases | \$ 1,950.00 |
| 4130 | Parking Citations | \$ 1,713.93 |
| 4150 | Offender Based Funding - Speed Camera | \$ 88,973.18 |
| 4155 | Offender Based Funding - Red Light Camera | \$ 40,175.01 |
| 4157 | Prior Year Collections - Speed Camera | \$ 6,883.73 |
| 4160 | Business License | \$ 2,169.47 |
| 4200 | County Business License | \$ 508.31 |
| 4230 | Franchise Fees - Cable | \$ 6,363.36 |
| 4240 | Franchise Fees - Cable | \$ 16,899.19 |
| 4255 | Interest - Checking Account | \$ 85.16 |
| 4270 | Goodwin Park Events Rental | \$ 450.00 |
| 4290 | Seat Pleasant Day Registrations | \$ 210.00 |
| 4300 | Seat Pleasant Day Donations | \$ 300.00 |
| 4310 | Copies/Faxes/Other Misc | \$ 2,859.07 |
| 4311 | Police/Accident/Incident Reports | \$ 120.00 |
| 4313 | Public Works Landscaping | \$ 25.00 |
| 4430 | LGIT - Law Enforcement Body Camera Grant | \$ 5,000.00 |
| | Total | \$179,478.86 |

Expenditures

| Cost Center # | Cost Center Name | Amount |
|----------------------|------------------------------|------------------|
| 5220 | Training | \$ 114.76 |
| 5250 | Consulting Services | \$ 604.45 |
| 5611 | Netsuite Carryover from FY17 | \$ 225.00 |
| | Total | \$ 944.21 |